

Learning Agreement

Student Name: Lara Learner **Course:** College Writing **Professor:** Polly Professor **Year:** 1st 2nd 3rd 4th

What is a learning agreement? A Learning Agreement (LA) is an opportunity for you to reflect upon your goals for this course as well as your goals throughout college.

How do I create my learning agreement? In the first column, please list your learning goals and what you hope to learn during your time in this course and at the college. Do you want to improve your study skills or learn more about a subject area? Are you trying to decide what to major in? In the second column list the activities you plan on doing to achieve your learning goals. Will you meet with your instructor regularly during his/her office hours to discuss how you are doing in the course? Will you go for tutoring to improve your study strategies? Will you keep a *To Do List* or a *Grade Recording Sheet* as pertaining to this course? You can apply many approaches in order to meet your learning goal. In the third column, list the timeframe you expect to have your goal completed. In the fourth column, explain how you know you achieved your learning goals. Will you look at your assignments and projects throughout the course (e.g., exams, quizzes, essays, class notes, presentations)? Will you ask your instructor or your tutors to observe and give you feedback and suggestions for improvement? The last page of the agreement is your Commitment Page, where you will sign and return to me. I will keep a copy and give the original to you. The Commitment Page is your promise to yourself that you will do your best to commit to your learning goals. The final class we will review the agreement and discuss if/how you achieved these goals. In addition, at the end of the course, you will write a short memo to me, explaining if and why this agreement was helpful to you.

What's the point? The point of this exercise is to allow you the time to reflect on how you will be successful at the college level and to use this reflection as a tool for discussion between you and your instructor (that would be me☺). Hopefully, the end result will be a plan that you can add to in order to keep you moving toward your academic goals!

SAMPLE LEARNING AGREEMENT

Review the sample learning agreement and then try your own!

Learning Goals	How will you achieve your Learning Goals?	Timeframe to Complete Goals	How will you know you achieved your Learning Goal?
1. Academic Development: (i.e. learn college policy, practice academic integrity, get involved with school clubs and activities, learn about this subject, communicate with professor on a regular basis)			
To uphold academic integrity in and out of the classroom.	<ul style="list-style-type: none"> Observe how instructor relates academic integrity within the classroom and on the syllabus Become familiar with all relevant literature and policies regarding the college's Student Handbook 	<ul style="list-style-type: none"> weeks 1-4 By week 3 	<ul style="list-style-type: none"> Observe if instructors' academic integrity is followed in the classroom and is applied to course assignments. Have completed reading the policies and can recall information as required.
Discuss extra help options with my instructor when issues arise early	<ul style="list-style-type: none"> Speak to instructor regarding my performance and ways to improve 	<ul style="list-style-type: none"> Weekly 	<ul style="list-style-type: none"> Improvement on tests and assignments as related to extra help.
Visit the tutoring center early if I need more extra help and guidance on study skills or academic courses.	<ul style="list-style-type: none"> Make an appointment with the tutoring center early, rather than later, if more help is required on academic coursework 	<ul style="list-style-type: none"> By week 3 	<ul style="list-style-type: none"> Improvement on test, quizzes, assignments and course content as a result of applying more effective study strategies.
2. Learning Skills (i.e. study skills, time management, test taking strategies, note taking skills)			
To develop my study skills, including time management and note taking by identifying my strengths and weaknesses	<ul style="list-style-type: none"> I will record my grades and focus on how I approach an assignment as well as areas that I need improvement 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> I will request feedback from my instructor on the development of my learning styles
3. Reading, Writing, Math & additional Skills (i.e. using technology, journaling, improving written email communication)			
Improve ability to prioritize objectives and	<ul style="list-style-type: none"> Create a study-plan in conjunction with 	<ul style="list-style-type: none"> By week 2 	<ul style="list-style-type: none"> Goals of study plan met within set timeframe.

tasks within a deadline or due date	my instructor and/or tutoring center		
Improve my computer/technology skills	<ul style="list-style-type: none"> Use email and course management systems to investigate departments and communicate with instructors. 	<ul style="list-style-type: none"> Ongoing 	<ul style="list-style-type: none"> Participated in the college's course management/technology orientation or was proactive in asking questions to college help desk to solve technology concerns/problems

NOW TRY YOUR OWN LEARNING AGREEMENT ON THE NEXT PAGE.

DON'T FORGET TO FILL IN THE *COMMITMENT PAGE* (LAST PAGE)!

Learning Goals	How will you achieve your Learning Goals?	Timeframe to Complete Goals	How will you know you achieved your Learning Goal?
1. Academic Development <i>(i.e. learn college policy, practice academic integrity, get involved with school clubs and activities, learn about this subject, communicate with professor on a regular basis)</i>			
2. Learning Skills <i>(i.e. study skills, time management, test taking strategies, note taking skills)</i>			
3. Reading, Writing, Math & additional Skills <i>(i.e. using technology, journaling, improving written email communication)</i>			

Commitment Page

This Learning Agreement confirms that I am committed to my own academic success and my proposed plan of action to achieve my learning goals. The agreement also confirms that my instructor has reviewed and understands what I hope to achieve in this class and throughout college.

Sign Here: _____ Date: _____

Instructor Sign Here: _____ Date: _____